

**NEMS Pre-Primary, Shaniwar Peth, Pune**  
**(NEMS Pre-Primary School, Jr. KG & Sr. KG)**

**NEMS PRE-PRIMARY SCHOOL :**

It is an English medium, co-educational institution, set in a modern, elegant building, with extensive ground.

DES School is divided in 3 sections – Pre-Primary (NEMS Pre-Primary School), Primary and Secondary.

The school aims at academic excellence, which means understanding and application, along with good marks. Many of our students successfully take part in state and national level examinations. Individual attention is given to each child. Their strength and weaknesses are recognized, and help and encouragement given where necessary, by our trained and qualified staff.

We have a music room, an art room, a large and well – stocked library, a science laboratory, a computer laboratory, and an auditorium seating 350 people Digital Classrooms, big Playfield and Sandpit

**We have the following shifts in our KG Section:**

<b>Shift</b>	<b>Time</b>
Morning .....	8.15 am to 11.15 am
Afternoon .....	11.30 am to 2.30 pm

**Admissions :**

The date of birth should be **between 01.07.2019 to 31.12.2020 for Jr. KG & 01.07.2018 to 31.12.2019 for Sr. KG** Admissions are strictly at the discretion of Management and staff.

Smt. Shilpa Kulkarni  
Headmistress

### **NEMS Pre-Primary School Rules and Regulations of the School:**

1. I am fully aware that this is only an Application Form and it does not mean that my ward has been granted Admission in NEMS Pre-Primary School.
2. I am aware that in case the Admission is allotted to my son / daughter in NEMS Pre-Primary School, that Admission and Tuition fee will be deposited within the stipulated period.
3. If the fees are not deposited in the stipulated period, I am aware that my child's admission will be treated as cancelled and I will have no claim on any Admission later.
4. I am aware that, in case, I cancel my child's Admission post deposit of the Admission Fee, I will NOT get any refund of fee nor any claim for the refund be entertained by the NEMS Pre-Primary School Management.
5. All the Policy decisions which are taken by the Management of NEMS Pre-Primary School, will be binding on me and I will follow them. I will have no grievance against the NEMS Pre-Primary School Policy.
6. The rules and amendments as declared by the NEMS Pre-Primary School, Management will be abided by me from time to time.
7. Pupils are expected to be present in Deccan Education Society's NEMS Pre-Primary School on all working days. If the pupil remain absent, the parent must send a leave note to the Class Teacher.
8. Pupils must be punctual always during the NEMS Pre-Primary School working hours. Disciplinary action will be taken against habitual defaulters.
9. Pupils are strictly warned not to leave the NEMS Pre-Primary School premises during the working hours including recess time.
10. Pupils must wear neat and clean uniform daily.
11. Parents and guardians are not allowed to go directly to any class-room when the teaching is going on.
12. I am aware that if, in case, the Admission is allotted to my child, he/she can be either in Morning or Afternoon session, as decided by the NEMS Pre-Primary School, Management. The allotted session will be accepted to me. No grievance in this regard will be entertained by the NEMS Pre-Primary School.
13. For the next procedure (school visit), school will communicate through your registered email id and cell number within next 5 days.

# Applicant Form

## Declaration Information:

We /I understand that we/I will have to follow the formal procedure for admission to the subsequent academic years in the school of DES's NEMS Pre-Primary School and the Management has reserved the rights for such admission.

We/I agree the above and declare that the information filled by us / me is true.

Mother's Signature

Father's Signature

1. I am fully aware that this is only an Application Form and it does not mean that my ward has been granted Admission in NEMS Pre-Primary School.
2. I am aware that in case the Admission is allotted to my son / daughter in DES's NEMS Pre-Primary School, the Admission and Tuition fee will be deposited within stipulated period.
3. If the fees are not deposited in the stipulated period, I am aware that my child's admission will be treated as cancelled and I will have no claim on any Admission later.
4. I am aware that, in case, I cancel my child's Admission post deposit of the Admission Fee, I will NOT get any refund of fee nor any claim for the refund be entertained by the NEMS Pre-Primary School, Management.
5. All the Policy decisions which are taken by the Management of NEMS Pre-Primary School, will be binding on me and I will follow them. I will have no grievance against the NEMS Pre-Primary School Policy
6. The rules and amendments as declared by the NEMS Pre-Primary School Management will be abided by me from time to time.
7. Pupils are expected to be present in Deccan Education Society's NEMS Pre-Primary School on all working days. If the pupil remain absent, the parent must send a leave note to the Class Teacher.
8. Pupils must be punctual always during the NEMS Pre-Primary School working hours. Disciplinary action will be taken against habitual defaulters.
9. Pupils are strictly warned not to leave the NEMS Pre-Primary School premises during the working hours including recess time.
10. Pupils must wear neat and clean uniform daily.
11. Pupils must wear I-Card every day.

12. Parents and guardians are not allowed to go directly to any class-room when the teaching is going on.
13. I am aware that if, in case, the Admission is allotted to my child, he/she can be either in Morning or Afternoon session, as decided by the NEMS Pre-Primary School, Management. The allotted session will be accepted to me. No grievance in this regard will be entertained by the NEMS Pre-Primary School.
14. If the applicant is short listed by NEMS Pre-Primary School, the list will be displayed in school. Parents will have to come to school to see the list and give confirmation of admission. **PLEASE CONTACT SCHOOL OFFICE IF ANY QUERY.**
15. I have read, understood and accepted all the rules and regulations of the NEMS Pre-Primary School and I agree to abide by the same.

## Guidelines for filling the Application Form:

**\*For the Applicant of DES's NEMS Pre-Primary School, Shaniwar Peth, Pune 411030**

A. Open/Use Updated Firefox web browser for filling the Application Form.

1. Please read all the instructions before proceeding. All information marked with ‘\*’ symbol is mandatory and should not be left blank.
2. Fill the entire Student profile in the Application Form.
3. The date of birth should be between **01.07.2019 to 31.12.2020 for Jr. KG & 01.07.2018 to 31.12.2019 for Sr. KG.**
4. Upload Passport Size Photo size less than 200 kb.
5. Add the Correct Residential Address.
6. Add Parent Details:
  - Both Parent Details, Email Id is Mandatory.
  - In case of single parent or one of the parent is not having email-id/Mobile number, same email id or mobile number can be added on the other Parent details.
7. Add **Local Guardian Details** if available. It is advisable to give **Name** of a relative.
8. Add correct Doctor/Medical Information.
9. Verify all entered fields and check on all the details filled in the Application Form and Click on Submit .
10. Click on Declaration check box .
11. The page of Rules and Regulation of the school will open, read all the rules carefully and then click on Check box stating I agree to all above rules and regulation.
12. Once Declaration is done, read the rules and regulation of the school.

## Procedure of Online Application Form and Fees

1. Ensure all the compulsory fields marked with (\*) in the profile are filled.
2. Verify all the entries in the form.
3. Go to 'online payment' tab, then click on "Make payment" tab.
4. The Payment window will be opened showing the following three options Credit card, Debit card, UPI OR Net banking.
5. If you choose 'Net banking'- Select net banking option. The name of various banks will be displayed. Select your bank, the page will take you to the website of your selected bank.
  - A) Your selected bank will ask for your login id and password for your account.
  - B) Once you are logged in, the total amount of fees to be paid will be displayed. Click on tab ' pay/confirm'.
  - C) You will get a message, 'your transaction is successful 'along with a receipt by HDFC. Download the receipt and take a print out.
6. If you choose 'debit card or credit card' then please ensure that the card issued by your bank is allowed for online payments.
  - A) Enter your card details.
  - B) For the card payments "OTP" (one time password) is generated and the same is sent by the bank to the registered email id and mobile number with them. OTP is must to complete the online payment.
  - C) You will get a message, 'your transaction is successful 'along with a receipt by HDFC. Download the receipt and take a print out.
7. After completing any of the above online fee payment procedure, fee receipt will be generated in 3-4 working days through your **Master soft** login. Take a print out of that.

**Health History**

Name of Child: \_\_\_\_\_

Std: \_\_\_\_\_

ALLERGY TO ANY FOOD, ADHESIVE TAPE, BEE STING

ALLERGY	What happens?	How Severe?	Medicine Taken At The Time

Does this child have any problem during physical activity \_\_\_\_\_

Signature of father \_\_\_\_\_

Signature of mother \_\_\_\_\_

**TO BE CERTIFIED BY REGISTERED MEDICAL PRACTITIONER**

Date of physical examination \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

B.P. \_\_\_\_\_ Pulse \_\_\_\_\_ Vision-L \_\_\_\_\_ R \_\_\_\_\_

Squint \_\_\_\_\_ Cornea \_\_\_\_\_ Ear -L \_\_\_\_\_ R \_\_\_\_\_

Clinical Examination	Normal	Recommendation
Head / Neck		
Abdomen		
Surgery		
Serious Illness		
Nails		
Skin		

Summary of current health \_\_\_\_\_

Fit to participate in a age specific physical activity \_\_\_\_\_

Should not participate in competitive sport \_\_\_\_\_

Name of doctor \_\_\_\_\_

Signature of doctor \_\_\_\_\_